

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT**  
**BUS DRIVERS' AGREEMENT - 1991/93**

- I. Duration of this Agreement shall be July 1, 1991 through June 30, 1993.
- II. This agreement covers working conditions for all full-time drivers, part-time drivers, and driver substitutes.
- III. Full-time drivers salary schedule:

**FULL TIME DRIVERS STARTING PRIOR TO JULY 1, 1991**

| <u>STEP</u> | <u>1991/92</u> | <u>1992/93</u> |
|-------------|----------------|----------------|
| 3           | 15,661.        |                |
| 4           | 17,672.        |                |
| 5           | 19,385.        | 20,490.        |

**FULL TIME DRIVERS STARTING AFTER JULY 1, 1991**

| <u>STEP</u> | <u>1991/92</u> | <u>1992/93</u> |
|-------------|----------------|----------------|
| 1           | 14,000.        | 14,645.        |
| 2           | 14,645.        | 15,319.        |
| 3           | 15,290.        | 15,993.        |
| 4           | 15,935.        | 16,667.        |
| 5           | 16,580.        | 17,341.        |

+ \$250 Longevity steps 6 through 15

**Duties under base salary:**

1. To and from route for high school
2. Vocational routes and/or Teitelman routes
3. Late activity routes for both schools
4. Late athletic run for both schools
5. Field trips during school hours in the county
6. Maintenance trips to garage, inspection stations, etc.

IV. Part-time drivers salary and substitute drivers.

| <u>TRIP DESCRIPTION</u>                         | <u>ANNUAL<br/>BASE<br/>91/92</u> | <u>DAILY<br/>RATE<br/>91/92</u> | <u>ANNUAL<br/>BASE<br/>92/93</u> | <u>DAILY<br/>RATE<br/>92/93</u> |
|---|----------------------------------|---------------------------------|----------------------------------|---------------------------------|
| Wildwood Catholic                               | 7,990                            | 44.39                           | 8,573                            | 47.63                           |
| Star of the Sea                                 | 7,990                            | 44.39                           | 8,573                            | 47.63                           |
| One a.m. and one p.m. route                     | 4,604                            | 25.58                           | 4,940                            | 27.44                           |
| Two a.m. and two p.m. routes                    | 7,990                            | 44.39                           | 8,573                            | 47.63                           |
| Alternative School                              | 6,909                            | 38.38                           | 7,413                            | 41.18                           |
| Special Ed. to Middle Twp.                      | 6,909                            | 38.38                           | 7,413                            | 41.18                           |
| RMT to Vo-Tech (one way)                        | 1,278                            | 7.10                            | 1,371                            | 7.62                            |
| Round trip to Vo-Tech &<br>Miscellaneous duties | 6,169                            | 34.27                           | 6,619                            | 36.77                           |
| Vineland  | 10,938                           | 60.71                           | 11,736                           | 65.20                           |

If driver combines two or more of the above routes and works more than 20 hours per week, he/she is entitled to fringe benefits.

The annual base divided by 180 school days determines the daily rate of pay when pro-rating for new drivers, calculating deductions for contracted drivers or to pay substitute drivers.

Route assignments may change at the discretion of the Transportation Supervisor.

V. HOURS

Full-time drivers drive approximately 8 hours per day.

Part-time drivers drive approximately 3 hours per day and are not entitled to fringe benefits.

VI. FRINGE BENEFITS (full time drivers - and those drivers who work 20 hours per week ONLY.)

1. Sick Leave - ten days accumulative sick leave days per school year.
2. Health Benefits - The Board of Education pays full coverage for employee and eligible dependents, if enrolled, for Blue Cross, Blue Shield, Rider J, and Major Medical. Approved HMO's are available with the Board of Education paying a set portion of the fee and the employee paying balance.
3. Prescription Plan Board pays 50% of the cost for employee and eligible dependents, if enrolled.

4. Fringe Bank

Beginning July 1, 1991, during the life of this agreement, the Board shall create an account of \$550.00 for the first year of the contract (1991/92) and \$650.00 for the second year of the contract (1992/93), which shall be for the purpose of reimbursing each bus driver for any medical expense for himself/herself or his/her family which is not covered by any other insurance provided herein.

Any medical expense not reimbursed during any given year may be applied to the following year if the total aggregate amount does not exceed the sum of those two (2) years. Medical receipts may not be utilized beyond two (2) school year periods.

Any unused funds from a given school year may only be carried over one (1) school year.

The unused balances of the prescription payment plan cannot be used as a reimbursement in the Medical Fringe Bank clause.

During the 1991/92 school year, both parties will investigate available dental plan coverage. Adoption of any such plan will be through a mutual agreement. The goal of this clause will be for the implementation of a dental plan for the 1992/93 year. Cost of said plan shall not exceed the amount indicated for 1992-93.

Original receipts and a signed voucher for the amount requested shall be submitted to the Secretary of the Board of Education of his/her designate by November 30th and/or May 30th. Payment dates shall be on or before December 30th and on or before June 30th.

5. Drivers who retire from the district and qualify for pension in accordance with the provisions of the Public Employees' Retirement System shall be reimbursed for unused sick leave at the rate of 30% of his/her per diem (calculated at 1/200th of annual salary at the time of retirement) rate provided at least ten (10) years of service have been completed in the Lower Cape May Regional School District. Payment shall be made within one year from the date on which the driver informs the district of his/her intention to retire. For the purpose of this agreement drivers will be credited with one year of service time for every two years of part time employment as a driver in this district.

**VII. COMPENSATION FOR EXTRA RUNS AND FIELD TRIPS AFTER SCHOOL HOURS**

|                      |         |   |
|----------------------|---------|---|
| Within 30 miles..... | \$20.00 | NOTE: The club or group using the bus shall pay the driver's meal and tickets to the event. |
| 30 to 40 miles.....  | \$25.00 |   |
| 41 to 75 miles.....  | \$30.00 |   |
| Over 75 miles.....   | \$40.00 |   |

Any trip regardless of mileage that runs 8 to 10 hours in duration shall earn an extra \$20.00; from 10 to 12 hours an additional \$20.00; above 12 hours an additional \$20.00.

A trip that runs on Saturday, Sunday, or a holiday, the compensation rate will be \$25.00 using the same hourly formula.

Compensation for third after school trip, if necessary - \$11.00. Compensation for a substitute bus driver - \$11.00 per run.

If Board pays for trip, then Board pays for driver's meals at the rate of \$5.00 for breakfast, \$6.00 for lunch, and \$10.00 for dinner. Original receipts must be presented in order to receive payment for meals up to the stated amount.

**VIII. Drivers who work more than 180 days in a school year will be compensated at the prevailing daily rate for the run(s) made on the extra work day when public school was not in session. Compensation will only be made after 180 public school work days have been completed.**

**IX. DRIVERS AGREE TO THE FOLLOWING:**

1. To submit inspection reports as required daily, weekly, monthly, and yearly.
2. To keep an accurate report of mileage; daily, monthly, and yearly.
3. To clean bus daily; windshield to be kept clean at all times.
4. Each driver will attend four (4) Transportation Department meetings per year, every other year attend the driver's defense course, and one (1) state mandated in-service training per year.
5. To present a neat and clean appearance at all times.
6. To give prompt and efficient service at all times.

X. PERSONAL LEAVE

Personal leave: First year of service - one personal day; second year of service and every year thereafter two personal days. Personal leave days are to be utilized only for personal business, or legal or family matters that cannot be conducted outside the normal work day.

Personal leave shall not be used for recreation, entertainment, other employment, or for matters which can be scheduled outside of school hours. At the end of the work year, unused personal days will be converted to sick days and added to the allotment.

Application to the immediate supervisor for personal leave shall be made at least two days before taking such leave. In the event of an emergency which precludes the provision of two days written notice, said notice shall be provided at the earliest possible time.

Critical illness, defined as hospitalization with critical or serious condition or life threatening situation as certified by a physician, or death in the immediate family, such as spouse, children, mother, father, sister, brother, grandfather, grandmother, grandson, granddaughter, and in-laws, shall constitute an excused absence up to 5 days per occurrence. A doctor's note must accompany all requests for the day(s) used. Required documentation will be the responsibility of the staff member.

Approval of personal days is subject to review of the Superintendent, and the needs of the District.

The Superintendent's decision will be binding and non-grievable.

1/14/92  
Date

1/24/92  
Date

1-14-92  
Date

1-14-92  
Date

[Signature]  
Board President

[Signature]  
Board Secretary

[Signature]  
Bus Driver Representative

[Signature]  
Bus Driver Representative